MEETING OF THE REMUNERATION COMMITTEE

THURSDAY 23 OCTOBER 2025
14.00 – 16.00
BEACON HOUSE, 4th FLOOR, ROOM 4.04

DRAFT MINUTES

Present: Andrew Carr (Chair, Deputy Chair of the Board of Trustees, Independent Trustee), Jack Boyer (Chair of the Board of Trustees, Independent Trustee), Stephen Robertson (Member, Independent Trustee).

In attendance: James Bigwood (Chief People Officer), Michael Flay (University Secretary & Director of Governance), David Stock (Interim Head of Governance - **minutes**); Lucinda Parr (COO & Registrar), Judith Squires (DVC & Provost), and Evelyn Welch (Vice-Chancellor), each for a specific time slot.

Apologies: Gillian Bowen (Member, Independent Trustee)

1. WELCOMES, APOLOGIES AND ANNOUNCEMENTS

1.1 The Chair welcomed members to the meeting.

2. DECLARATIONS OF INTEREST

2.1 There were no new declarations of interest.

3. MINUTES OF PREVIOUS MEETINGS (*on file*).

3.1 The minutes of the meeting held on 11 April 2025 were **APPROVED** as a fair and accurate record.

4. ACTIONS & MATTERS ARISING (*on file*).

4.1 The Committee RECEIVED and **NOTED** the Action Register. The Committee expressed its gratitude to the Chief People Officer for clarifying the recharge arrangements for clinical staff.

5. REMUNERATION COMMITTEE TERMS OF REFERENCE 2025/26 INCLUDING FORWARD PLANNER

5.1 The Committee RECEIVED and **APPROVED** the Terms of Reference and membership for 2025/26 (enclosed). In response to questions from Members, the University Secretary confirmed that the University compared its Board and Committee Terms of Reference with those of other institutions. The Committee noted that the external Halpin Governance Effectiveness Review conducted in Q2 2025 had highlighted the strength of the University's Terms of Reference, which were also compliant with the CUC Code of Governance.

5.2 The Committee NOTED its forward plan for 25/26 (also enclosed).

6. CHAIR'S REPORT

6.1 The Committee **NOTED** the Chair's Report - paper reference REM/25-26/001 (*on file*).

7. PERFORMANCE REVIEW OF REMIT GROUP AND SALARY RECOMMENDATIONS AGAINST PERSONAL AND INSTITUTIONAL TARGETS

REVIEW AND DISCUSSION OF BENCHMARK DATA AND SALARY RECOMMENDATIONS

7.1 The Committee RECEIVED and **APPROVED** paper reference REM/25-26/002 (*on file*), including the request to consistently schedule future first Remuneration Committee meetings of each year in late October.

7.2 The Committee DISCUSSED the progress of the Remit group against objectives in 2024/5, DISCUSSED the objectives of the Remit group proposed for 2025/26 and APPROVED the application of the National Pay Award at 1.4%.

Members of the Remit Group present at the meeting (the Chief People Officer, the COO & Registrar, the DVC & Provost, and the Vice-Chancellor) were not present when their own performance review was discussed.

7.3 The Chief People Officer confirmed that the Senior Staff Salary Committee had met on 21 October 2025 to discuss performance and salary recommendations for Grade M4 staff outside of the Remit Group and had agreed the application of the National Pay Award at 1.4%.

7.4 The Committee requested that the Chief People Officer prepare a paper for discussion at the next meeting proposing options for the review of remit group pay to assure the Committee that all remit group roles including the Vice-Chancellor continue to be competitively benchmarked within the sector and that performance is fully recognised.

ACTION: Chief People Officer

8. REVIEW OF PAY IN LIEU OF PENSIONS (PILOP) FOR HIGHER EARNERS

8.1 The Committee RECEIVED and **APPROVED** paper reference REM/25-26/003 (*on file*).

9. DRAFT REMUNERATION COMMITTEE ANNUAL REPORT

9.1 The Committee RECEIVED and APPROVED paper reference REM/25-26/004 (*on file*) and RECOMMENDED the salary proposals to the Board of Trustees.

10. Update on UCEA national pay negotiations

10.1 The Committee RECEIVED and **NOTED** a verbal update from the Chief People Officer.

11. ANY OTHER BUSINESS

11.1 There was none.

DATE OF NEXT MEETING: WEDNESDAY 6 MAY 2026